

**CITY OF SANTA CLARA  
HOUSING AND COMMUNITY SERVICES DIVISION**

**NEIGHBORHOOD CONSERVATION AND IMPROVEMENT PROGRAM  
HOUSING REHABILITATION LOAN COMMITTEE**

**MINUTES OF MEETING  
(SUBJECT TO COMMITTEE APPROVAL)  
July 24, 2014 8:00 A.M.**

Committee Members Present:      Teresa O'Neill              Bianca Placencia  
   Ken Wright                Carmen Pascual

Staff Present:                              Eloiza Murillo-Garcia, Acting Housing and Community  
   Services Division Manager  
   Stephanie Gutowski, Staff Analyst  
   Kelvin Malko, Housing Inspector  
   Brigitte Fox, Accountant

**I.        CONSENT CALENDAR**

Items listed on the CONSENT CALENDAR are considered routine and will be adopted by one motion. There will be no separate discussion of the items on the CONSENT CALENDAR unless discussion is requested by a member of the Council, staff or public. If so requested, that item will be removed from the CONSENT CALENDAR and considered under CONSENT ITEMS PULLED FOR DISCUSSION.

- A. Minutes from April 10, 2014.  
     **Motion approved (4-0)**

**II.       ITEMS FOR DISCUSSION**

- A. Acceptance of NCIP Budget and Program Status updates.

- B. 2014 Procedure Manual Updates  
     Changes were approved.  
     **Motion approved (4-0)**

- C. NCIP Funding Discussion:  
     Committee Chair O'Neill stated that the revenue from the stadium ticket tax is being split between senior and youth programs. There was discussion that NCIP may tap into this revenue source to help fund wheelchair ramps.

Rebuilding Together can assist with aluminum ramps.

Mission City Community Funding has grant applications available and possibly for accessibility projects.

NCIP has worked with meter readers to get word out about the NCIP program. There was discussion to do the same outreach program with the new code enforcement team.

### III ITEMS FOR ACTION

- A. Client Number 00338  
Notre Dame Dr.

Motion: Approved an amount of \$9,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds

**Motion approved (4-0)**

- B. Client Number 10500  
Madison St.

Motion: Approved an amount of \$10,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds

**Motion approved (4-0)**

- C. Client Number 10502  
College Ave.

Motion: Approved an amount of \$15,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds.

**Motion approved (4-0)**

- D. Client Number 10504  
Bowers Ave.

Motion: Approved an amount of \$7,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds.

**Motion approved (4-0)**

- E. Client Number 10505  
Market St.

Motion: Approved an amount of \$60,000 plus a 10% contingency for identified work, 3% interest, and twenty year deferred payment. Subject to availability of program funds.

**Motion approved (4-0)**

VI. OTHER BUSINESS

VII. ADJOURNMENT

Meeting was adjourned to next scheduled meeting on February 12, 2014 at 8:00 AM.